

PROFESSIONAL MEDICAL AND SUPPORTING STAFFBUREAU OF REIMBURSEMENT

Bureau Director, Deputy (0700) - Oversees the computation of reimbursement rates of hospitals, nursing facilities, intermediate care facilities for the mentally retarded, psychiatric residential treatment facilities, home health agencies, rural health clinics, federally qualified health clinics, clinics of the State Department of Health, hospices, and nurse aide training and test reimbursement. This includes the receipt of cost reports from the different provider types, preparation of desk reviews and computation of the rates in accordance with the Mississippi Medicaid State Plan. Analyzes proposed legislation to determine the financial impact on the Medicaid program. (50/50)

Medicaid Financial Program Coordinator (0198, 0021, 0059, 0709, 0245, 0255, 0257) - Compute reimbursement rates for hospitals, nursing facilities, intermediate care facilities for the mentally retarded, psychiatric residential treatment facilities, home health agencies, rural health clinics, federally qualified health clinics, hospices and clinics of the State Department of Health. (50/50)

Accountant Auditor III (0289) - Prepares desk reviews of cost reports filed by hospitals, nursing facilities, intermediate care facilities for the mentally retarded, psychiatric residential treatment facilities, home health agencies, and federally qualified health clinics. Prepares desk reviews of home office cost reports filed by hospitals, nursing facilities, intermediate care facilities for the mentally retarded, psychiatric residential treatment facilities, home health agencies, and federally qualified health clinics. (50/50)

Accountant Auditor II (0292, 0293, 0294, 0295, 0296, 0297, 0298) - Prepares desk reviews of cost reports filed by hospitals, nursing facilities, intermediate care facilities for the mentally retarded, psychiatric residential treatment facilities, home health agencies, and federally qualified health clinics. (50/50)

Medicaid Auditor II (0711) - Receives billings from nursing facility providers for nurse aide training and testing expenditures. Determines compliance with Division of Medicaid reimbursement policy and computes the amounts to be reimbursed to nursing facilities for nurse aide training and testing. (50/50)

Medicaid Auditor I (0310) - Logs cost reports in to database and keys certain cost report line items into a spreadsheet. Maintains controls over fiscal agent rate adjustments and prepares reports on fiscal agent compliance with rate adjustments. (50/50)

Secretary Principal (0176) - Acts as receptionist for the Bureau of Reimbursement by answering the telephone and greeting visitors. Receives and distributes incoming mail and prepares outgoing mail for the mail room. Maintains files of the Bureau of Reimbursement. Maintains supply inventory of the Bureau of Reimbursement. (50/50)